

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
JANUARY 11, 2023 AT OLNEY FIRE HALL**

Call to Order: 7:03 pm

Trustees present: Vice Chair John Strean, Secretary Paul Jeremiassen and Trustee Norma McBroom. With the recent resignation of Gary Hill (a change from his prior decision to stay on the Board despite being gone most of the winter), there are 2 vacant Board seats. Strean served as meeting Chair.

Department Volunteers: Chief Jordon Carr, Levi Gress, Zach Watson

Community Members: Emily Sharp (who has applied to the County to fill a vacant Board seat)

Approval of Minutes: As there were no changes proposed for the minutes of the December meeting presented by Jeremiassen, McBroom moved to approve the minutes as presented; seconded by Strean; carried unanimously.

Correspondence: Notice was received from Flathead County Planning & Zoning about an application for a 2-parcel subdivision located north of Olney adjacent to US 93 requesting any comments on the proposal. The property is outside our fire district in the County Fire Service Area, but in our response area. No comments have been submitted.

Reports: Fiscal YTD Budget Report – Jeremiassen distributed a report (attached hereto) showing the actual revenues and expenses against budget from the beginning of the fiscal year (July 1st, 2022) through the payments being approved at the meeting, and reflecting all deposits received by the County through December 31st. We are well within budget at this point in the fiscal year.

Unfinished Business: None.

New Business: None.

Presentation of Claims and Bills: Jeremiassen presented the January bills for payment, as per the attached list. Strean moved to approve the payments as presented; seconded by McBroom; carried unanimously.

Department Report:

November callouts – 7 callouts: all relating to MVA (motor vehicle accidents) – all responded to.

Training – Carr said training is being held each Wednesday. Recently it has been focused on familiarizing the new volunteers on the equipment and how the Department operates.

Status of vehicles and equipment – All in operating condition. Carr has contacted RES about an issue with the Pumper/Engine (it is still operable while the issue is addressed).

Status of volunteers – 4 volunteers have recently joined the Department: Zach Watson, Tim Sparks, Katie Riggles and Alex Moore. All were at the December meeting to learn about the need for volunteers.

Department expenditure request – Carr presented a request to acquire 3 chest lights (cost: \$183); 4 helmet lights (cost: \$223); 2 sets of turnout gear from MaHugh (1 new cost: \$2,465 and 1 used cost: \$750); and a replacement water gage for the Water Tender (cost: \$759).

Jeremiassen moved to approve the expenditures as presented; seconded by Strean; approved unanimously.

Public/Other Comments: Jeremiassen said he would be unable to attend the February meeting, regularly scheduled for the 2nd Tuesday (February 8th). He made a motion to move the meeting back to February 15th so that he could attend. The motion was seconded by Streat and approved unanimously.

As no further items were presented for discussion, the meeting was adjourned at 7:45 pm

Submitted by Paul Jeremiassen, Secretary

Attachments:

Fiscal YTD Budget Report

January Bills for Payment

Next meeting: Wednesday, February 15th (moved from February 8th)

AS OF 1/11/23

A/C	BUDGET LINE ITEM	ANNUAL BUDGET	YTD ACTUAL	ACTUAL OVER (UNDER) BUDGET
20	Entitlement	\$9,018	\$4,509	(\$4,509)
40	Interest Income	200	313	113
50	Other Revenue	2,000	886	(1,114)
60	Tax Revenue	10,002	7,987	(2,015)
	TOTAL REVENUE	21,220	13,695	(7,525)
100	Building Maintenance/Repair	2,000	918	(1,082)
200	Telephone/Internet	2,000	941	(1,059)
300	Contract Services - Plowing	1,500	180	(1,320)
400	Fire Equipment	2,500	139	(2,361)
500	Fuel	3,000	708	(2,292)
600	Insurance - Property/Liability	6,600	4,995	(1,605)
700	Land Lease	1,600	0	(1,600)
800	Electricity	1,500	752	(748)
1000	Fire Hall Supplies	1,000	221	(779)
1100	Miscellaneous Expenses	1,000	24	(976)
1200	Insurance - Accident/Sickness/WC	1,500	1,012	(488)
1300	Propane	8,500	2,297	(6,203)
1600	Radios/Pagers	1,000	121	(879)
1800	Training	2,000	0	(2,000)
1900	Turnout Gear	2,000	430	(1,570)
2000	Vehicle Maintenance	10,000	1,246	(8,754)
	TOTAL EXPENSES	47,700	13,984	(33,716)
	NET REVENUE (EXPENSE)	(\$26,480)	(\$289)	\$26,191

BEGINNING CASH BALANCE	\$55,056	\$55,056	\$0
NET REVENUE (EXPENSE)	(26,480)	(289)	26,191
TRANSFER TO CIP FUND	(10,000)	0	10,000
ENDING CASH BALANCE	\$18,576	\$54,767	\$36,191
ALLOWED CASH RESERVE (1/3 OF EXPENSES)	\$19,233		

**OLNEY FIRE DISTRICT
TRANSACTION REGISTER
FY 2022**

As Of 1/11/23

CHECK #	DATE	PAID TO/RECEIVED FROM	CHK TOT	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
5470	1/11/23	CityServiceValcon		983.97		1300	57,482.92	Propane - 420.50 gals @\$2.34
5471	1/11/23	Rocky Gress		180.00		300	57,302.92	3 plows @ \$60
5472	1/11/23	WEX Bank		136.53		500	57,166.39	Prior month fuel bill
5473	1/11/23	Montana State Fund		120.66		1200	57,045.73	Installment billing for W/C Insurance
5474	1/11/23	Lincoln Electric		116.01		800	56,929.72	Prior month electricity
5475	1/11/23	VFIS		1,665.00		600	55,264.72	Quarterly Installment - property/liability insurance
5476	1/11/23	Visa	363.88	52.93		1000	55,211.79	Misc expenses
5476	1/11/23	Visa		31.06		1600	55,180.73	Add subscription for Active Alert phone app
5476	1/11/23	Visa		279.89		1900	54,900.84	Cold weather gear
5477	1/11/23	CenturyLink		134.18		200	54,766.66	Prior month telephone/internet